



## WARGRAVE BOATING CLUB

### CONSTITUTION

This constitution is drawn up to regulate the activities and administration of Wargrave Boating Club.

#### 1) NAME:

- a. The Club is called WARGRAVE BOATING CLUB, referred to as "the Club", and is located in Station Road, Wargrave, Berkshire.

#### 2) OBJECTIVES:

- a. To encourage interest and proficiency in the handling of small craft; to teach waterborne and ancillary skills (rivercraft, punting, canoeing, rowing, dongoling, skiffing), to offer other activities as the General Committee may decide, and to promote a sensible, responsible and appreciative attitude towards the river and its environment.
- b. The Club strives to ensure that no member receives less favourable treatment than any other.
- c. The Club will endeavour to maintain affiliations with the various organisations relevant to its activities.
- d. The Club may do all such other lawful things as are necessary for the attainment of these and associated objectives.

#### 3) MEMBERSHIP:

- a. Membership is open to residents of the Parish of Wargrave and others at the discretion of the General Committee.
- b. Classes of membership are as follows:
  - i. Adult single membership - 18 years of age and over.
  - ii. Child membership - under 18 years (must be paid for by an adult member who will be responsible for them).
  - iii. Student membership – for members in full time education.
  - iv. Family membership - Adult member plus one adult partner (including children under 18 years of age or in full-time education).
- c. Each member, parent or guardian is required to sign the waiver of responsibility set out on the Club's membership or renewal forms on behalf of themselves and any others named.
- d. All adult members are entitled to vote.

#### 4) SUBSCRIPTIONS AND FEES:

- a. Rates of subscription to the Club will be determined by the General Committee and will be paid on election to the Club and then annually by a date advised.
- b. Other fees may be set and be payable on demand.

## **5) SUSPENSION AND CESSATION OF MEMBERSHIP:**

- a. Any member violating the constitution or bylaws of the Club, or being deemed guilty of unsatisfactory conduct may, by General Committee resolution, be suspended or expelled.
- b. Any member may appeal any such decision to a Special General Meeting if sponsored and supported by not less than 15 adult members present.
- c. A member will be understood to have resigned from the Club if, after due notice they have not paid the relevant subscriptions or fees.
- d. They may, however, apply to rejoin as new members at any time during the year subject to the provisions of membership.

## **6) QUALIFICATION FOR HOLDING OFFICE:**

- a. Only entitled voting members may hold office.
- b. Members who have not reached their 18<sup>th</sup> birthday are not eligible for election to committees of the Club.

## **7) COMMITTEE(S):**

- a. The General Committee will conduct the affairs of the Club as a whole and will consist of the Officers (Chairman, Secretary, Treasurer and Membership Secretary) together with not less than 3 not more than 5 adult members. The majority of the Officers must be resident in Wargrave as must the majority of the other General Committee Members.
- b. The General Committee has the right to appoint sub-Committees as may be required. All sub-committees will be responsible to the General Committee.
- c. A General Committee quorum will consist of not less than 3 members, at least 2 of whom must be Officers. Sub-Committee quorums will consist of at least 2 members of that subcommittee.
- d. The General Committee will also issue or revise Club bylaws or safety regulations as may be necessary.
- e. In the case of casual vacancies among committees, the relevant committee may appoint a replacement. Replacements to the General Committee will terminate their office at the next A.G.M.
- f. The General Committee of the Club will be elected annually at the A.G.M.
- g. Members will be required to retire each year, but remain eligible for re-election. Nominations for the General Committee must be proposed, seconded and subsequently lodged with the Club Secretary at least 14 days before the date of an A.G.M
- h. If more nominations have been received for election to the General Committee than there are vacancies, voting will be by secret ballot. In the event of voting equality, the Chairman of the meeting will have the deciding vote. The Club Secretary (or nominee) will take minutes of all General Committee meetings and General Meetings.
- i. Sub-Committees will produce minutes of all their meetings and present them to the General Committee via the Club Secretary (or nominee).

## **8) GENERAL MEETINGS:**

- a. Annual General meetings will take place not later than April 30<sup>th</sup> each year, notice of which will be provided by the General Committee at least 28 days in advance. In exceptional circumstances the General Committee may reduce this period of notice to a minimum of 7 days in order to accommodate the unforeseen or matters of urgency.
- b. Motions for discussion not of the General Committee's origin must be lodged with the Club Secretary not more than 28 and not less than 14 days in advance.
- c. All adult members (aged 18 and over) will be entitled to one vote. Those who have not reached their 18th birthday are not entitled to vote. Proxy votes are not permitted.

- d. At any General Meeting, a resolution put to a vote will be decided by a show of hands by those entitled.
- e. At all General Meetings the Club Chairman will preside. If the Chairman is absent, a chairman for the specific occasion, will be elected by General Committee.
- f. At any General Meeting of the Club, a quorum will consist of not less than 15 voting members.
- g. If after 30 minutes from the appointed time for the Meeting a quorum is not present, the meeting (if called at the request of members) will be dissolved.
- h. In any other case the Meeting will be adjourned until a time and venue to be fixed by the General Committee.
- i. If a rescheduled Meeting does not constitute a quorum after 30 minutes from the appointed time, the members present will be deemed a quorum.
- j. Accidental omission to give notice of General Meetings to any member, or nonreceipt of notice by any member, will not invalidate proceedings.
- k. Extraordinary General Meetings of the Club may be called at any time by a simple majority of the General Committee or on a written requisition signed by not less than fifteen per cent of those members entitled to vote.

## **9) TRUSTEES:**

- a. The current Chairman will act as a Trustee, together with a maximum of four other Trustees who will be appointed as deemed necessary by the General Committee and approved in General Meeting.
- b. Trustees will hold permanent office unless or until they resign by written notice to the General Committee, or until their removal from office by resolution at an Annual General meeting or a Special/Extraordinary General Meeting called for this specific purpose.
- c. All Club property and assets are deemed to be held for the use and benefit of the Club and its members by the Trustees who will, subject to the General Committee's approval, have the power to sell, lease, mortgage or pledge any Club property for the purpose of raising or borrowing funds for the Club's benefit.

## **10) LIABILITY:**

- a. Members of the General Committee will manage the affairs of the Club.
- b. However, financial or legal liability incurred in the rightful exercise of their offices will not be the personal liability of any individual General Committee member nor any individual Trustee, but will be the responsibility of the Club as a whole.
- c. The General Committee will insure the Club's premises and equipment and make provision for insurance to cover public liability.
- d. Neither the Club, nor any of its officers or trustees will be liable to any member or guest of a member for any loss or damage to any property, nor for any injury sustained, occurring from whatever cause whilst on, entering or leaving or utilising Club property.

## **11) AUDITOR:**

- a. At every A.G.M. an Honorary Auditor will be appointed to report on an examination of the correctness of the Club's accounts including income, expenditure and balance sheet. An account with a suitable clearing bank, or other accounts as the General Committee may decide, will be opened in the name of the Club.
- b. All payments made on behalf of the Club which are above £1000 in value must be approved in advance by the General Committee.

## **12) DISSOLUTION:**

- a. The Club will not terminate or be terminated except by resolution of a Special General Meeting convened specifically for that purpose.

- b. If 75% of those voting members present decide to dissolve the Club, the General Committee (or failing that the Trustees of the Club) will take immediate steps to convert into money all property of the Club.
- c. However, they will be empowered to postpone or delay the conversion of any particular property of the Club if the members, in General Meeting, so authorise.
- d. Out of the proceeds of any conversion, the Trustees will discharge any debts and liabilities of the Club including any expense of such conversion.
- e. They will dispose of any balance remaining as the Club, in General Meeting, decides.
- f. At this juncture the Club will to all intents and purposes be dissolved.
- g. Should the Club have not disposed of any remaining balance within 6 months of the resolution to dissolve, this will be divided equally between all persons who were adult members of the Club at the date of the resolution to dissolve.

### **13) ALTERATION OF CONSTITUTION:**

- a. This constitution is not alterable except by a General Meeting of the Club.
- b. A resolution to give effect to any change must be passed by at least 75% of the voting members present at any such Meeting.

### **14) POWER OF DECISION:**

- a. Matters not specifically provided for in this constitution, or any question concerning the interpretation of it, will be dealt with by the General Committee of the Club.